



Request for City Council Committee Action from the Information Technology Department

Date June 11, 2013

To: The Honorable Betsy Hodges, Chair, Ways and Means Committee

Subject: Execute Contract with Environmental Systems Research Institute
for Hosting Managed Services

Recommendation: Authorize proper City officials to:

- a) Execute a contract with Environmental Systems Research Institute for a term of one year with (1) one-year option to renew and a not to exceed amount of \$50,000, using Environmental Systems Research Institute's contract agreement form instead of the City's Standard Agreement form, and
- b) Customize the liability terms and conditions

Prepared by Robert Arko, Contract Administrator, 673-3984

Submitted by Otto Doll _____, 673-3633
Chief Information Officer

Approved by Paul Aasen _____
City Coordinator

Presenter in Committee Otto Doll

Policy Review Group X Not Applicable

Permanent Review Committee (PRC) X Not Applicable

Prior Related Directives: None

Financial Impact: None. No additional appropriation is required.

Financial Impact (Check those that apply)

- X No financial impact (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- X Request provided to department's finance contact prior to the Committee Coordinator

Background/Supporting Information

IT would like to procure managed services from Environmental Systems Research Institute (Esri) to host part of IT's Geographical Information System (GIS) application. Esri's managed services will replace those currently being provided by Unisys. Esri will host copies of the City's external public facing geo-spatial data and allow residents and others access to self-help portals for information pertaining to:

- Street sweeping
- Snow emergencies
- Survey monument viewer

The cost of the implementation and hosting services is \$50,000. The City Attorney's Office and IT staff are working towards successfully negotiating specific terms with Esri that are agreeable to both parties and that protect the City's interests. The contract liability terms and conditions and the claims process will be customized as outlined below. There is minimal risk to the City in entering into the contract since the copies of the data being hosted by Esri are public record.

Request for Approval

IT and the City Attorney's Office request approval to authorize proper City officials to:

- a) Execute the necessary contract documents with Environmental Systems Research Institute, for a term of one year with (1) one-year option to renew and a not to exceed amount of \$50,000, using Environmental Systems Research Institute's contract agreement forms instead of the City's Standard Agreement form, and
- b) Customize the liability terms and conditions to stipulate that:
 - The maximum liability for Esri implementation services shall be the amount of the actual payments made.
 - The maximum liability for Esri hosted managed services shall be the amount paid during the four months immediately preceding the breach.
 - Claims must be brought within two years instead of six.

The costs for the contract are covered within IT's existing budget. No additional appropriation is required.